



CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	BOARD OF LANDSCAPE ARCHITECTURE
MEETING DATE AND TIME:	Thursday, November 18, 2010 at 9:00 a.m.
PLACE:	Conference Room B, Cannon Bldg, 861 Silver Lake Blvd Dover, DE 19904
MINUTES APPROVED	02/10/2011

MEMBERS PRESENT

Chad Nelson, Professional Member, President 9:00 a.m.-9:23 a.m.
William Bullock, Public Member
Rachel Dunning, Public Member
Matthew Spong, Professional Member
Deborah Van Dermark-Billeter, Professional Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Danny Stevenson, Deputy Attorney General
Shauna Slaughter, Administrative Specialist II
Jessica Williams, Administrative Specialist II

CALL TO ORDER

Mr. Nelson called the meeting to order at 9:04 a.m.

INTRODUCTION OF NEW BOARD MEMBER

Ms. Williams introduced Mr. William Bullock to the Board. The Board members introduced themselves to Mr. Bullock.

REVIEW OF MINUTES

The Board reviewed the minutes for the August 12, 2010 meeting. Mr. Spong made a motion, seconded by Ms. Dunning, to approve the minutes as presented. The motion carried unanimously.

UNFINISHED BUSINESS

Review Final Draft of Rules and Regulations

Mr. Stevenson requested that the review of the final draft of the rules and regulations be tabled until the February 10, 2011 meeting.

Review Draft of Self-Directed Activities

Mr. Nelson requested that the review of the draft of self-directed activities be tabled until the February 10, 2011 meeting.

Strategic Plan

Mr. Spong submitted the model law from CLARB for the Board members to review. Mr. Spong wanted the Board to specifically review the definition of Landscape Architecture for possible statute changes.

Ms. Slaughter informed the Board that they will need to focus on any changes to the legislation, including changing the current language in 2011.

Ms. Williams also asked the Board for clarification in regards to supervision. Currently, in section 206 of the licensing law, it states that if they have a degree, they do not need supervision. The application states that applicants would need two years of supervision with a degree. The Board stated that all applicants should have supervision.

The Board also discussed creating a newsletter, which will allow the Board to educate the licensees and public. It was discussed that the newsletter would be sent out by a mass e-mail.

NEW BUSINESS

Ratification of Applications for Licensure by Reciprocity

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for licensure by reciprocity for Steven Charron. The motion carried unanimously.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for licensure by reciprocity for Grace Fielder. The motion carried unanimously.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for licensure by reciprocity for Gregory Osband. The motion carried unanimously.

Ms. Dunning made a motion, seconded by Mr. Spong, to ratify the application for licensure by reciprocity for Bryan Hanes. The motion carried unanimously.

Ratification of Applications for Certificate of Authorization

Ms. Van Dermark-Billeter made a motion, seconded by Ms. Dunning, to ratify the application for certificate of authorization for A. Morton Thomas & Associates, Inc. The motion carried unanimously.

Ms. Van Dermark-Billeter made a motion, seconded by Ms. Dunning, to ratify the application for certificate of authorization for Environmental Design. The motion carried unanimously.

Ms. Van Dermark-Billeter made a motion, seconded by Ms. Dunning, to ratify the application for certificate of authorization for Guided Path, LLC. The motion carried unanimously.

Ms. Van Dermark-Billeter made a motion, seconded by Ms. Dunning, to ratify the application for certificate of authorization for The Delaware Center for Horticulture. The motion carried unanimously.

Review of Application for Licensure by Reciprocity

Mr. Spong made a motion, seconded by Ms. Dunning, to approve the application for licensure by reciprocity for David J. Knowles. The motion carried unanimously.

Review of Application for Certificate of Authorization

Ms. Dunning made a motion, seconded by Ms. Van Dermark-Billeter, to approve the application for a Certificate of Authorization for The Benham Comp., LLC. The motion carried unanimously.

Review Request of Inactive Status from Lei Xiao

Ms. Dunning made a motion, seconded by Mr. Spong, to approve Lei Xiao's request to be placed on inactive status. Motion unanimously carried.

Review Request of Inactive Status from Huilai Shi

Ms. Dunning made a motion, seconded by Mr. Spong, to approve Huilai Shi's request to be placed on inactive status. Motion unanimously carried.

Complaint Closure

The Board was notified that complaint 24-01-09 has officially been closed.

Discussion Regarding Post Renewal Audit

Ms. Slaughter asked the Board to determine what percentage of licensee's would be audited for the upcoming post renewal audit. Ms. Van Dermark-Billeter made a motion, seconded by Mr. Bullock, to audit 10% of the licensee's for the upcoming post renewal audit. Motion unanimously carried.

Proposed Meeting Dates for 2011

The Board accepted the proposed meeting dates for 2011. They will continue to meet the second Thursday in February, May, August and November.

Other Business before the Board (For Discussion Only)

Mr. Spong stated that the CLARB Conference in Baltimore was very interesting this year. Their main focus this year was health and safety.

Correspondence

There was no correspondence.

Public Comment

There was no public comment.

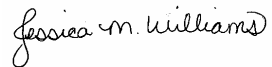
Next Meeting Date

The Board will hold the next meeting on February 10, 2011, at 9:00 a.m. in Conference Room "B" of the Cannon Bldg., 861 Silver Lake Blvd., Dover, Delaware.

Adjournment

Ms. Dunning made a motion, seconded by Mr. Bullock, to adjourn. There being no further business before the board, the meeting adjourned at 10:18 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jessica M. Williams".

Jessica Williams, Administrative Specialist II
Board of Landscape Architects